



Moss Point School District

Technology Department

4924 Church St.
Moss Point, MS 39563
(228) 475-1233 (phone)
www.mpsdnow.org

Request for Proposals: Chromebooks 2022

Name of Proposal: Chromebook 2022-12-1

Purpose: Moss Point Separate School District is purchasing additional chromebooks for Moss Point High School.

The Moss Point School District desires to purchase additional equipment for a 1 to 1 Chromebook initiative.

CHALLENGE. ACHIEVE. SUCCEED.

Selection Schedule

REVERSE BID INFORMATION

The Moss Point School District will accept un-priced sealed bids until **2:00 P.M. Wednesday, March, 2nd, 2022**, online at www.centralbidding.com. Submissions will be evaluated and qualified vendors will then be invited to submit priced bids via reverse auction. The Electronic Reverse Auction will be held **Friday, March, 4th, 2022 from 1:30 P.M. CST until 2:00 P.M. CST**.

Official bid documents may be obtained via the following web address: <https://www.mpsdnow.org/bids/>. You may also download the documents from Central Bidding at www.centralbidding.com for a fee.

The Moss Point School District reserves the right to reject any and/or all bids or any groups thereof and waive any defect or informality in any bid or bidding procedure.

For any questions relating to the reverse auction process, please call Central Bidding at 225-810-4814.

Inquires regarding the bid should be directed to:

Travis Hart, CFO, thart@mpsdnnow.org

or

Brian Bowman, Technology Supervisor, bjbowman@mpsdnnow.org.

Copy of the RFP: <http://www.mpsdnow.org/bids/>

Bid Calendar	
Bid Publication - Central Bidding	2/9/22
Un-Priced Proposals Due	3/2/22
Reverse Auction Bidding	3/4/22
Recommendation to MPSD Board	3/8/22
Bid winner awarded by MPSD School Board after submission.	

CRITERIA FOR SELECTION

MPSD will utilize the following criteria (based as the basis for the proposal evaluation and selection).

Factor	Weight
Price of the goods and services	25%
Price of Other costs	50%
Prior experience with the District	20%
Company provides all goods & services	5%
Total	100%

References to brand names, model numbers, or other descriptions are made to establish a required level of quality and functional capabilities and are not intended to exclude other manufacturers. Comparable products of other manufacturers will be considered if proof of comparability, equivalence, and compatibility is contained in the proposal. Vendors, if proposing other than specified, are to clearly identify the manufacturer and the model number and must provide written, complete justification as to how the product complies with all specifications outlined within this RFP and how the product integrates with existing devices as well as the complete list of manufacturer published specifications related to the requested products. It shall be the responsibility of the bidders to furnish descriptive literature with their proposal such that specifications, catalog pages, brochures or other data will provide an adequate basis for verifying the quality and functional capabilities of the product offered. Failure to provide this data will be considered valid justification for rejection of the proposal.

Unless otherwise specified, vendors shall provide everything required to make the devices, etc. 100% operational. Including but not limited to Google enrollment, asset tagging, and protective case installation.

DISQUALIFICATION:

Any potential bidder found to be in Red-Light Status will be disqualified from participation in the bidding process and will be considered non-responsive.

References to brand names, model numbers, or other descriptions are made to establish a required level of quality and functional capabilities and are not intended to exclude other manufacturers. Comparable products of other manufacturers will be considered if proof of comparability, equivalence, and compatibility is contained in the proposal. Vendors, if proposing other than specified, are to clearly identify the manufacturer and the model number and must provide written, complete justification as to how the product complies with all specifications outlined within this RFP and how the product integrates with existing devices as well as the complete list of manufacturer published specifications related to the requested products. It shall be the responsibility of the bidders to furnish descriptive literature with their proposal such that specifications, catalog pages, brochures or other data will provide an adequate basis for verifying the quality and functional capabilities of the product offered. Failure to provide this data will be considered valid justification for rejection of the proposal.

Unless otherwise specified, vendors shall provide everything required to make the devices, software, installation, etc. 100% operational. This includes but is not limited to Keyboard, connectors, touchpad, Screen, battery, asset tagging, enrollment, protective case, etc.

**CONTRACT PROVISIONS REGARDING THE USE OF
FEDERAL FUNDS**

The Contractor is notified that this project will be financed with federal funds. The Contractor shall ensure that all subcontracts and other contracts for goods and services for a federally-funded project have the mandated provisions of this directive in their contracts. By submission of a proposal, the Contractor agrees to comply with the following provisions. Failure to comply with any and all provisions herein may be cause for the contracting agency to issue a cancellation notice to a contractor.

INSTRUCTIONS TO BIDDERS

1. **Read, Review and Comply:** It shall be the bidder's responsibility to read this entire document, review all enclosures and attachments, and comply with all requirements specified herein.
2. **Notice to Bidders: DO NOT ATTACH ANY ADDITIONAL TERMS AND CONDITIONS.** By execution and delivery of this document, the bidder agrees that any additional terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect.
3. **Execution:** Failure to sign under the EXECUTION section will render the bid invalid.
4. **Time for Consideration:** Unless otherwise indicated on the first page of this document, the bidder's offer shall be valid for 30 days from the date of bid opening. Preference may be given to bids allowing not less than 30 days for consideration and acceptance.
5. **Prompt Payment Discounts:** Bidders are urged to compute all discounts into the price offered. If a prompt payment discount is offered, it will not be considered in the award of the contract except as a factor to aid in resolving cases of identical prices.
6. **Specifications:** Any deviation from specifications indicated herein must be clearly pointed out; otherwise, it will be considered that items offered are in strict compliance with these specifications, and the bidder will be held responsible, therefore. Deviations shall be explained in detail. The bidder shall not construe this paragraph as inviting deviation or implying that any deviation will be acceptable.
7. **Information and Descriptive Literature:** Bidder is to furnish all information requested and in the spaces provided in this document. Further, if required elsewhere in this bid, each bidder must submit with their bid sketches, descriptive literature, and/or complete specifications covering the products offered. Bids which do not comply with these requirements will be subject to rejection.
8. **Clarifications/Interpretations:** Any and all questions regarding this document must be addressed to the purchaser named on the cover sheet of this document.
9. **Acceptance and Rejection:** MPSD reserves the right to reject any and all bids, waive any informality in bids, and, unless otherwise specified by the bidder, to accept any item in the bid. If either a unit price or extended price is obviously in error or the other is obviously correct, the incorrect price will be disregarded.
10. **References:** MPSD reserves the right to require a list of users of the exact item offered. MPSD may contact these users to determine the acceptability of the bid. Such information may be considered in the evaluation of the bid.
11. **Award of Contract:** As directed by statute, qualified bids will be evaluated and acceptance may be made of the lowest and best bid most advantageous to MPSD as determined upon consideration of such factors as prices offered; the quality of the articles offered; the general reputation and performance capabilities of the bidders; the substantial conformity with the specifications and other conditions set forth in the bid; the suitability of the articles for the intended use;

- the related services needed; the date or dates of delivery and performance; and such other factors deemed by MPSD to be pertinent or peculiar to the purchase in question. MPSD reserves the right to accept any individual item or group of items on a multi-item bid.
12. Confidential Information: As provided by statute and rule, MPSD will consider keeping trade secrets which the bidder does not wish disclosed confidential. Each page shall be identified in boldface at the top and bottom as "CONFIDENTIAL" by the bidder. Cost information shall not be deemed confidential. In spite of what is labeled as a trade secret, the determination of whether it is or not will be determined by North Carolina law.
 13. Acceptance and Rejection: Moss Point School District reserves the right to reject any and all bids, waive any informality in bids, and, unless otherwise specified by the Vendor, to accept any item in the bid. If either a unit price or extended price is obviously in error or the other is obviously correct, the incorrect price will be disregarded.
 14. Transportation: Transportation of Deliverables shall be FOB Destination unless otherwise specified in the solicitation document or purchase order. Freight, handling, hazardous material charges, and distribution and installation charges shall be included in the total price of each item. Any additional charges shall not be honored for payment unless authorized in writing by Moss Point School District. In cases where parties, other than the Vendor ship materials against the order, the shipper must be instructed to show the purchase order number on all packages and shipping manifest to ensure proper identification and payment of invoices. A complete packing list must accompany each shipment.

Installation Requirements

- The selected vendor must be able to meet onsite with the MPSD IT staff to complete a schedule and scope of work before installations can begin. Vendor will coordinate with MPSD to schedule deployments of hardware in such a way as to minimize the impact on instructional time.
- Vendor will deliver all equipment to the MPSD Fixed Asset department to have asset tags affixed if necessary. MPSD will coordinate with the vendor to schedule the delivery and installation. Vendors are expected to pick up devices from the MPSD Fixed Assets warehouse for delivery to school locations as scheduled.
- Vendor will remove and dispose of all packaging and miscellaneous materials left over from any part of the installation and place all trash in an identified on-site dumpster or taken by the vendor to an off-site location. MPSD personnel will not dispose of any packing materials.
- All additional cables, connectors, screws, labor, miscellaneous plug parts, modules, etc. needed to make the wireless access points 100% operational should be included in the installation cost and provided by the vendor. Any costs not outlined in the vendor proposed budget that may be required for the successful completion of the installation of the devices are assumed to be provided by the vendor and at no cost to MPSD.
- Hardware inventory will be provided to MPSD by the vendor including but not limited to device model number, serial number, MPSD asset tag number, MAC address, and location.

Item Detail & Bid Sheet

Bidder Name:

DESCRIPTION / SPECIFICATIONS	ESTIMATED QUANTITY	ESTIMATED DELIVERY DAYS AFTER RECEIPT OF ORDER	UNIT PRICE
ASUS Education Chromebook C204 (or equivalent) <ul style="list-style-type: none"> • Intel Processor • Memory: 4 GB minimum • Storage: 32 GB minimum • 11" screen minimum • Google Auto Update Policy (AUP) no earlier than June 2026 • No mixed models, same make and model 	450		
Google Chrome Management License	450		
Four (4) Year Warranty, including but not limited to: <ul style="list-style-type: none"> • Loss and theft coverage • Accidental Damage Protection (ADP) • No limit on ADP claims • MPSD on-site parts (stock) closet availability • Depot repair return process (Shipping included) • 3-year battery warranty (1 replacement) • Coverage of manufacturer defects due to hardware failure 	450		
White glove service including, not limited to: <ul style="list-style-type: none"> • Asset tag / serial number application • Asset tag / serial number spreadsheet compilation • Chrome management registration 	450		
Hard Shell Case Cover for Chromebook (MAXCase Shell-L for Asus C204 or equivalent) <ul style="list-style-type: none"> • Shell should be composed of premium polycarbonate material • Shell should have reinforced TPU corners to absorb and disperse shock associated with drops. • No mixed case models. 	450		
Additional Chromebook Chargers	450		

BID ITEM: Chromebook 2022-12-1

1. I/We propose to provide the items according to the specifications as listed in this bid.
2. I/We understand that this BID PROPOSAL FORM is to be signed and returned with our bid, and unless this has been done, our bids shall be considered incomplete and rejected.
3. I/We, the undersigned, do hereby understand and accept the conditions outlined in the

BIDDER INSTRUCTIONS:

Firm / Bidders Name :

(Type or Print)

Signed :

Title :

Contact :

Address :

Telephone :

Date :